

MINUTES

FEBRUARY 12, 2009

PRESENT: Dianne Lehm, Big Sky EDA; Kathy Gibson & Terry Larson, Billings Fire; John Bedford, Billings Police Dept; Boris Krizek, & Gary Workman, City of Billings Public Works; Joe Marcotte, Billings Clinic; Kathy Aders, Billings Public Schools; Bob Turnquist, Brenntag Pacific; Jeff Ashworth, DXP; Kelly Drain, ExxonMobil; Rick Musson, Laurel Police Dept; Woody Woods & Tony Reed, Lockwood Water & Sewer; Craig Baum, Montana Highway Patrol; Paul Bunch, Montana National Guard; Thomas Frieders, National Weather Service; Gerri Apuna, Hillary Harris, Debbie Hedrick, Arianne Rapkach, & Judy Watkins, RiverStone Health; Patrick O'Neil, St. Vincent Healthcare; Carol Wessel, US Marshal's Service; Sheri Centifanto & Pam Sanderson, United Way Volunteer Center; Chuck Bikle, Todd Gansel & Ron Glass, YARES Radio Club; Jim Kraft, Yellowstone County DES; Kent O'Donnell, Yellowstone County Sheriff's Office.		
INTRODUCTIONS		
AGENDA ITEMS	DISCUSSION	ACTION STEPS / FUTURE EVENTS
MINUTES	Minutes from the previous meeting approved as distributed. [KRAFT/BEDFORD]	
FINANCIAL REPORT	<u>QUARTERLY FINANCIAL REPORT</u> [JIM KRAFT] Balance in account - \$24,472.15. However \$7861.16 belongs to the EOC communications grant that are just pass thru funds. So the actual LEPC <u>balance is \$16,610.99.</u>	Next report due March 2009
COMMITTEE REPORTS	<u>EXERCISE DESIGN COMMITTEE:</u> [JEFF ASHWORTH, CHAIR] <u>TUMBLEWEED HARMONY:</u> Joint exercise, June 23, 2009 @ 8:00 a.m., Mansfield Center (Billings). Terrorist Attacks in the Cities of Billings, Bozeman, Helena, Missoula. Scenarios may include: Railcar derailment, refinery attack (thanks to ExxonMobil), postal service delivery (white powder). Preliminary development of the 'script' for the exercise will begin at the March 24th Exercise Design Committee Meeting. <u>(Please note the location change of the meeting).</u> <u>OTHER PROPOSED EXERCISES THAT ARE STILL IN THE PLANNING STAGES.</u> <u>EARTHQUAKE:</u> Nothing new to report regarding the future exercise: Epicenter in the Columbus area. <u>POSTAL SERVICE DRILL:</u> Planning has been postponed until further notice. <u>JOINT REGIONAL HAZMAT TEAM EXERCISE [BILLINGS/BOZEMAN]:</u> Still in the planning stages. <u>VIGILANT GUARD EXERCISE:</u> September 09/Helena: Joint force exercise. Five teams to be invited. More to follow at a later date.	Next meeting: February 24 @ 10-11 a.m., City Operations Center Midland Road

<p>COMMITTEE REPORTS</p>	<p><u>GRANTS COMMITTEE</u> [DIANNE LEHM, CHAIR]</p> <p><u>PRE-DISASTER MITIGATION:</u> Grant application was submitted the State in mid-December and they don't expect to hear anything regarding the grant awards until mid-Summer.</p> <p><u>BLM FUEL REDUCTION GRANT:</u> Grant application for 2009 is due in May.</p> <p><u>HAZARDS MITIGATION GRANT:</u> Also a fuel reduction funding source.</p> <p><u>ECONOMIC STIMULUS PACKAGE:</u> Diane reported that included within the proposed Economic Stimulus Package and under the umbrella of the Department of Homeland Security may be funds available for the construction of fire stations and purchase of equipment with the funds being allocated through the Governor's Office.</p> <p><u>ASSISTANCE TO FIREFIGHTERS GRANTS:</u> Information was distributed to LEPC agencies in early February. This is an on-line grant application process and the deadline is April/May 2009.</p> <p><u>EOC [EMERGENCY OPERATIONS CENTER] GRANTS:</u> Jim reported that he has applied for two grants (\$15,000 from the Health Dept and \$35,000-\$40,000 from FEMA) that if awarded will be used for the purchase of equipment & furnishing to enhance operations existing EOC.</p> <p><u>STATUS OF THE ALTERNATE EOC LOCATION PROJECT?</u> Jim reported that the project was still pending.</p> <p><u>JOINT CITY/COUNTY 9-1-1 CENTER (PSAP ~ PUBLIC SAFETY ANSWERING POINT)</u> ** Note from Scribe. The Joint City/County 9-1-1 Center has in place a remote location plan in the event that the existing 9-1-1 Center had to be evacuated. Remote locations have been identified and 9-1-1 personnel would themselves be dispatched to these locations, incoming 9-1-1 calls would be re-routed and 9-1-1 Center personnel would be able to dispatch emergency personnel to emergency calls.</p>	
<p>COMMITTEE REPORTS</p>	<p><u>CAER/CITIZENS CORPS</u> [PAM SANDERSON, CHAIR]</p> <p>Pam reported that of primary concern for the Citizens Corps Council is to sustain funding for the programs already in place and/or pending. Any suggestions, assistance would be greatly appreciated. Contact Pam for more information.</p> <p><u>NEIGHBORHOOD WATCH:</u> Pam reported that they have been in contact with Officer Keyes to discuss whether or not information on emergency preparedness could be incorporated in the existing Neighborhood Watch Program.</p> <p>They are also considering having a 'booth' at the Yellowstone Valley Electric Co-Op Annual Meeting to provide disaster preparedness information to rural co-op members.</p> <p><u>VOLUNTEER FAIR @ AMERICAN LUTHERAN CHURCH.</u> Not an overwhelming attendance and many thanks to those who did.</p> <p><u>RESOLVE TO BE READY CAMPAIGN ~ AKA READY YELLOWSTONE</u></p> <p>Pam thanked Sheri for her work in providing information from select Citizens Corp bulletins to LEPC members. LEPC members are encouraged to use this material in their in-house newsletters. She also thanked Sheri for her work putting the information for the booth at the Conference.</p> <p><u>SEVERE WEATHER AWARENESS:</u> Information is being provided by the National Weather Service.</p>	<p>The next meeting is February 24th @ 1:30 p.m. United Way Office</p>

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

MARCH 12, 2009 MINUTES

COMMITTEE REPORTS	<p><u>UNIFIED HEALTH COMMAND</u> [DEBBIE HEDRICK]</p> <p><u>IMMUNIZATION FLU:</u> No significant outbreak of flu has occurred in Yellowstone County.</p> <p><u>IMMUNIZATION GRANT PROGRAM.</u> Approximately 40 tdap vaccines were given to emergency responders in Laurel. There are approximately 100 of the tdap vaccines still available free to responders in Yellowstone County; please contact RiverStone Health @ 247-3357 for more information.</p>	<p>TDAP vaccines are still available for emergency responders in Yellowstone County.</p>
	<p><u>MEDICAL RESERVE CORPS</u> [GERRI APUNA]</p>	
	<p><u>CONFERENCE COMMITTEE</u> [PAUL HUTTER]</p> <p>On behalf of Paul Hutter (who was naturally busy with the Conference) thanked everyone who provided equipment (projectors/laptops, etc.), their time and energy to make the Conference a success.</p> <p>A report on the preliminary numbers for the 2009 Conference will be made at the March meeting</p>	<p>Preliminary report due at the March meeting.</p>
	<p><u>COMMUNICATIONS COMMITTEE</u> [PATRICK O'NEIL, Chair]</p> <p>Patrick reported that due to the earlier start time for the LEPC meeting, the Communications Committee meeting was cancelled. Communications Sub-Committee meetings will be held at 12:30 p.m. the 2nd Tuesday of each month in the Basement of Fire Station #1.</p> <p>If you would like to volunteer to serve on the Communications Committee, please contact Patrick for more information: Patrick.oneil@svh-mt.org or 237-3665</p>	<p>March 12th @ 12:30 p.m. Fire Station #1 – Basement</p>
	<p><u>BIG SKY 11 CONSORTIUM</u> [JIM KRAFT]</p> <p>Jim reported that the State is still proceeding with the State-Wide radio / microwave systems infrastructure project. Emergency responders and local governments (Cities & Towns) will have to provide the equipment to tie-into the towers/system. Communications related grants are available through the FEMA Assistance to Firefighters Grant program. As in past years, this is an 80/20 percent matching grant and local emergency responders were encouraged to look at the online grant application to see if their departments qualify and apply for funds.</p>	
	<p><u>TRAINING SUB-COMMITTEE</u> [JOE MARCOTTE, ACTING CHAIR]</p> <p>Joe reported that a Chair for the Training Sub-Committee may be announced at the next meeting. He also reported that he has been forwarding information via Kathy on training opportunities that are available or of interest to LEPC Agencies.</p> <p><u>HAZMAT AWARENESS LEVEL COURSE:</u> Judy Watkins reported that a 'Train-the-Trainer' 1-day course may be available if there is any interest from the members.</p> <p><u>COMMUNICATIONS UNIT LEADER (BETA COURSE PROGRAM):</u> Joe reported that this will be a state-wide offered 'pilot program'. He stated that he has committed to a June date and has been working with Fred Naeher/Helena. More information will be provided as it becomes available.</p> <p>Pam Sanderson wanted to know if there was a list available of individuals within the community who have participated in 'Train-the-Trainer' programs and what disciplines? Joe Marcotte indicated that he did not think such a list existed.</p>	<p>Possible introduction of new Chair</p>

LOCAL EMERGENCY PLANNING COMMITTEE
 2305 8TH AVENUE NORTH – BILLINGS, MT 59101
JOE MARCOTTE, CHAIR
MARCH 12, 2009 MINUTES

OLD BUSINESS		
	<u>ANNUAL REPORT – 2008</u> The final report is to be approved at the March 2009 meeting.	March 2009
	<u>BY LAWS 2009 REVIEW</u> By Laws review was completed and signed copies will be sent to City, County and State.	Completed
NEW BUSINESS		
	<u>ChemPack</u> [Gerri Apuna] Gerri reported that the ChemPack dispersement / response plan is complete. It has been reviewed by the State, Yellowstone County DES and is currently being reviewed by Billings Clinic (the current host site). Once all reviews and final adoption of the plan has been received, Gerri reported that it her plan to do either presentations and distributions to inform area responders that the ChemPack is available and the steps necessary to activate.	Final adoption: March 2009 meeting.
OTHER BUSINESS		
	<u>FAMILY ASSISTANCE WORK</u> Group [Dan Bryan] Progress report to be given at the March Meeting.	Progress Report @ the March 2009 meeting.

There being no other business the meeting was adjourned. [Ashworth/Bikle]

The next meeting will be March 12, 2009, 1:30 p.m.

Kathy E. Gibson
 Recording Secretary
gibsonk@ci.billings.mt.us